

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

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MINUTES OF MEETING

April 3, 2003

(Approved May 8, 2003)

Members Present: Edward Murdough, Stephen Judge, Robert Nelson, Ronald O'Keefe, Les Cartier, David Duquette, Stephen Carrier, Roger Hatfield, Paul Fortier, John Hoglund, Peter Russell, Joseph Butts, Corey Landry, Richard Mason.

Members Absent: John Stephen, Donald Bliss.

Others Present: Division of Fire Standards & Training Staff--Bruce McPherson, Bureau Chief; Eric Wilking, Captain; Dean Chandler, Captain; Susan Beaudoin, Recording Secretary. Karen Schlitzer, Department of Justice.

I. CALL TO ORDER

Item 1. Pledge of Allegiance to Flag. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Paul Fortier at 10:05 a.m. on Thursday, April 3, 2003 at the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

Item 2. Moment of Silence. Chair Fortier asked everyone to remain standing after the Pledge of Allegiance for a moment of silence for our armed service personnel.

II. APPROVAL OF MINUTES

Item 1. March 6, 2003. ***Motion*** was made by Commissioner O'Keefe, seconded by Commissioner Cartier, to accept the Minutes of the March 6, 2003 Commission meeting with the following change as noted by Commissioner Duquette: Page 5, Paragraph 3, fourth sentence, add the

word “not” so that sentence reads: The ones they did vote on were usually not close. Motion passed unanimously.

III. CHAIR’S REMARKS

Chair Fortier welcomed everyone.

IV. COMMITTEE REPORTS

Item 1. Fire Inspector I Program. Commissioner Hatfield introduced the members of the Fire Inspector I Visiting Committee who were present: Linda Wilking, Terry Jarvis, Frank Fraitzl, and Commissioner Cartier. Commissioner Hatfield noted that this program is desperately needed.

Linda Wilking reported that the Visiting Committee had to make some adjustments to the schedule for the program as it was originally set up in eight-hour blocks for a Monday through Friday program. That schedule did not work for an evening program, so they broke it down into four-hour blocks. They received evaluations from both of the pilot programs. Both pilots had 24 students. Littleton’s evening program ran for ten weeks, and they had 24 students test. Twenty of those students passed the test. The four who failed have not been retested yet, but they will be.

Linda noted that, in addition to the Visiting Committee members who were present for this Commission meeting, other members were: Tom Cagle, Ron Clymer, Robert Goodearl, Mark Tetreault, Rick Wood, and Tom Zotti.

Commissioner Hatfield said that this program fits into our accreditation process. He commended the Visiting Committee for all the work they did. Commissioner Butts asked if the program is currently accredited, and Linda answered that it is.

Commissioner Cartier said that the people in the Littleton area that he talked with were very appreciative of the outreach program. He noted that the Littleton facilities are fantastic. Linda explained that, once the program is approved, they hope to run a program in three different locations so they can hit different parts of the State with one program. She said it will take a little bit of time and coordination, but it will be great.

Commissioner Cartier said that, on a personal note, he commends Linda Wilking for her perseverance; he said that she did an excellent job.

Motion by Commissioner Landry, seconded by Commissioner Cartier, to approve the Fire Inspector I program. Motion passed unanimously.

Chair Fortier commended the Visiting Committee and the Fire Chiefs who allowed them to take the time to work on this project. He asked that a letter of thanks be sent to the Fire Chiefs.

Item 2. Emergency Medical Services Liaison. Commissioner Duquette reported that the EMS Trauma Coordinating Board met last month. Clay Odell, who was the Chair of that Board, has been hired full-time by the Bureau of Emergency Medical Services.

Commissioner Duquette noted that the Medical Coordinating Board had been doing some of the work of the Trauma Coordinating Board. They are now trying to better identify the responsibilities of both Boards. A survey was done on what kind of contact people had with the Bureau. They discussed the meeting that was attended for EMS reporting.

Commissioner Nelson said that getting everyone to use one form for reporting would be a step in the right direction. Commissioner Duquette said that some things are reported so differently around the country that one form is a long way from getting done.

Item 3. Fire Marshal's Office. Director Bliss was absent.

Item 4. Forest Protection Bureau. Commissioner Nelson reported on the following items:

- (a) The fire towers are not open yet; they will be opened on a staggered basis. With the budget reductions, they are looking at opening the towers for 40 hours a week until mid-September.
- (b) They lost their second new Forest Ranger position because of budget reductions.
- (c) They did get the 2002 Volunteer Fire Assistance money, and letters have gone out to the communities that received those grants. The 2003 money has not been allocated yet and are not guaranteed. Letters were sent out last week to the 2003 eligible communities.
- (d) Paul Leary will no longer be reporting to Commissioner Nelson; he will be reporting to the Division Director.
- (e) Legislation is going very well. House Bill 732 is moving forward. The key part of the Bill will allow Rangers to issue summons for fires and timber harvesting violations; those summons will be on a mail-in form, which speeds up the process. This will be a benefit

to all. It has made it through the House, but has not been heard in the Senate yet.

Item 5. Rapid Intervention Teams (RIT). Commissioner Cartier reported that Director Mason received responses from the NFPA and from IFSTA regarding our Rapid Intervention Teams program. That information is contained in today's Director's Report.

Commissioner Cartier recommended that this Committee report be withdrawn from the Agenda as the program is in the field and working. Chair Fortier thanked Commissioner Cartier and his committee for their fine work. This item will be removed from the Agenda.

Item 6. Emergency Preparedness and Security. Commissioner Landry reported that he was unable to attend the last meeting of the Advisory Council on Emergency Preparedness and Security, and he has not received the minutes of that meeting yet. He noted that they are still working on clarifying the language.

Director Mason noted that Bernie Marvin has been selected as the IAFF representative to the Council.

The next meeting is scheduled for April 14.

Item 7. Curriculum Review. Commissioner Duquette reported that the Curriculum Status Report was in each Commissioner's packet and is as follows:

- (a) Driver/Operator--Pumps:
A second pilot is currently in progress in the field with Alton on an evening schedule basis.
- (b) Hazardous Materials--Operations:
At this point it is up and running with a new 50-question written exam. The exam is much improved and the program is working out well at this point.
- (c) Technician:
The trailer is proving to be a valuable asset and will be an on-going work in progress. Requests are coming in, and we will be looking for more instructors soon. The trailer is currently in Exeter for two Hazardous Materials Technician classes for IEU.

Commissioner Butts noted that no course evaluation forms were given to the students in the first IEU Technician class. The forms will be mailed out to the students with their certificates, along with a postage-paid return envelope.

Commissioner Butts also noted that the students were supposed to be given a homework assignment during the program, but that was forgotten so the students had to do it at the end of the program.

(d) Aircraft Rescue & Fire Fighting:

The curriculum is ready to go; we have in hand some photographs from Manchester Airport to be added to the manual. We have had a number of firefighters complete the eight-hour recertification program thus far, which seems to be our bread and butter. Ted Starkweather is working on a possible 40-hour certification program in September 2003.

(e) NFPA 1030 Series:

NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan—see item 1 in this section.

NFPA 1033, Standard for Professional Qualifications for Fire Investigator is in progress and looking at two separate programs, one a one-week course for firefighters, and the second a two-week course for fire investigators. They are looking at the NFA two-week class, and curriculums from Pennsylvania, and Maryland.

NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator will probably follow the 1033 standard.

(f) Rescue Series--Structural Collapse:

No pilots scheduled as yet.

(g) Rescue Series--Confined Space:

The first pilot was scheduled and held in Franklin May 15 to 17, 2002. Reviews are good at this point and we are waiting to schedule a second pilot in the near future. A confined space program is currently in progress with the Concord Fire Department and the results will be reported at the May Commission meeting.

(h) Other:

(1) Visiting Committees for the following in accordance with the Commission vote on February 3, 1999 are about to commence in the near future once the committees are established.

--NFPA 1001, Standard for Fire Fighter Professional Qualifications (2002 edition)

--NFPA 1021, Standard for Fire Officer Professional Qualifications (2002 edition)

--NFPA 1041, Standard for Fire Service Instructor Professional Qualifications (2002 edition)

Commissioner O'Keefe asked what the process is for getting the Visiting Committee started. Director Mason answered that Dale Boyd sends out an advertisement for the Visiting

Committee. When the responses have been received, she will contact the Commission member who is the liaison on that Visiting Committee.

- (2) On January 21, 2003 we met with Chief Nelson and Paul Leary in regard to NFPA 1051, Wildland Firefighter Professional Qualifications to come on board as a certification program. Now that it has Commission approval, we are waiting for the Visiting Committee to be established.

(i) C2F2 Visiting Committee Report:

Commissioner Duquette deferred to Commissioner Murdough for the report on C2F2. Commissioner Murdough stated that there was a copy of the C2F2 Visiting Committee's Report in each Commission members' packet, along with copies of letters received regarding C2F2 issues. Members of that Visiting Committee who were present at this Commission meeting were: Commissioner Murdough, Commissioner Butts, Commissioner Duquette, Chief Rosolen, Captain Wilking, Chief Chris LeClaire from Portsmouth Fire Department, and Scott Carrigan from Nashua Fire. Other members of the Committee were: Bedford Fire--Mark Klose; Concord Fire--Corey Clark, Chris Johson, Shawn Mitchell; Dover Fire--Chief David Bibber (Retired); Exeter Fire--Robert Irish; Lebanon Fire--Chief Steve Allen; Londonderry Fire--John Cares, Alan Sypek; Manchester Fire--Greg Bolduc, Robert Field, Mark Lemay, Richard Martel, Robert Welch; Nashua Fire--Chief Michael Buxton, Robert Buxton; Newington Fire--Dale Spainhower; Windham Fire--Don Worthington. Commissioner Murdough reported that the Visiting Committee members, with the exception of Chief Allen of Lebanon, were from the southeastern quadrant of the State.

Commissioner Murdough said that the letter from Nashua Chief Michael Buxton that is attached to the report contains one item (C.) that was not discussed by the Visiting Committee, regarding feedback to the departments about students who do not satisfactorily complete the skills evaluations by the end of day five. There are also letters from (1) two dissenting members of the Visiting Committee, (2) seven fire chiefs proposing that RIT be added to the C2F2 curriculum, and (3) Visiting Committee member Robert Buxton.

(See attached copies of the Forum Schedule "Second Level of Progression," Commissioner Murdough's cover letter to Chair Fortier, and the Certified Career Fire Fighter {C2F2} Visiting Committee Final Report March 28, 2003.)

Chair Fortier asked Commissioner Murdough if he meant to use the word “committee” instead of “commission” in the first sentence of the last paragraph on page 6 of the Final Report; Commissioner Murdough replied that it should be “committee.”

A review of some of the 23 Recommendations, RIT, and Residency was done as follows:

- a. *The following goal statement should be adopted for the C2F2 Course: To provide the local fire department an entry level firefighter who has the social and occupational skills necessary to be a full-time career firefighter.*

Commissioner Murdough said that this is what the Visiting Committee came up with. They posted it on the board, and referred to it during the day.

- b. *The training modules on liquid and flammable gas and on blood borne pathogens should be eliminated from the C2F2 curriculum. This training is now presented in other courses.*

Commissioner Hoglund asked if there are any prerequisites to taking C2F2. Commissioner Murdough said that these classes are done in Firefighter II, which is a prerequisite.

- c. *Daily Physical Fitness Training should be eliminated.*

Commissioner Murdough noted that this is somewhat tied to residency. It's not really productive in the program. They felt that Wellness and Fitness program is okay.

After reading the mission statement, Commissioner Cartier asked why they were opposed to physical fitness. Commissioner Murdough answered that they felt that doing it for ten days is not going to make or break a person. Commissioner Duquette also noted that we do not have the facilities to do it right all the time because of weather.

- d. *The skills review should be renamed “Skills Evaluation.”*

Commissioner Murdough said that it is an evaluation, and is not intended to be an instructional period.

- e. *The skills and fitness evaluation criteria should be distributed to incoming students prior to the course and far enough in advance for the students to prepare for those evaluations.*

Commissioner Murdough said that this is to make sure students are aware and can prepare in advance, and so fire departments will also know in advance what is expected.

- f. *Strict evaluation guidelines should be developed for each station on the skills evaluation to ensure consistency between evaluators.*

The Visiting Committee members felt that there was a lack of consistency on the part of the Instructors, and it needs to be tightened up.

- g. *By a vote of 18 to 4, the committee recommends that students be required to successfully complete all stations in the skills evaluation by the end of Day 5.*

Currently, as long as students pass by the end of the two weeks, they are successful. Commissioner Duquette said that it has been changed to day five as those skills are needed before students participate in the live fire training. He said it's basic skills they are talking about. If they fail, they would be sent home.

Commissioner Murdough explained that Chief Buxton's letter suggests that the fire departments be notified if there is a problem, and they may want to be there for that last test on day five.

Commissioner Carrier asked if the skills evaluations are based on the job sheets of the IFSTA curriculum; Commissioner Butts answered that they are. Commissioner Carrier noted that they are very clear on what you have to do.

- h. *The course schedule should include a daily mix of classroom training and drill yard training so that students do not spend all day in the classroom.*

Visiting Committee members felt that a full day in the classroom was too much, and classes should be mixed.

- i. *The following major topics should be included in the mandatory curriculum:*
Social Skills: Organization & Legal Issues, Cultural Diversity, Professionalism, Etiquette, Customer Service, and Team Work
- Occupational Skills: Basic Skills Evaluation; Fire Control; Health, Fitness & Wellness; Strategy & Tactics, Incident Command System; Firefighter Self Rescue*; Emergency Vehicle Operation & Driver Certification* (*Denotes new topics not currently in the curriculum)*

This is a list of major topics. The two that were added are under Occupational Skills.

- j. *Drill & Ceremonies and Flag Etiquette should be integrated into the schedule without dedicating specific blocks of instruction to those topics.*

This could be done during the normal daily schedule, such as during morning flag raising, and by having the students march to classes.

- k. *The following non-mandatory training should be provided as time permits: NH Retirement System, Life in the Fire Service Roundtable, Flashover, Terrorism, Thermal Imaging, and Safety.*

These classes should not be mandatory. They are done in the dorm in the evenings currently.

- l. *A suggested schedule is shown below:*

<i>Week 1</i>	<i>Day 1</i>	<i>Day 2</i>	<i>Day 3</i>	<i>Day 4</i>	<i>Day 5</i>
<i>AM Block</i>	<i>Orientation</i> <i>Health, Fitness & Wellness</i>	<i>Basic Skills Evaluation</i>	<i>Social Skills Part 1</i>	<i>Strategy & Tactics</i>	<i>Emergency Vehicle Operation</i>
<i>PM Block</i>	<i>Fitness Evaluation</i>	<i>Basic Skills Evaluation</i>	<i>Basic Skills Evaluation</i>	<i>Strategy & Tactics</i> <i>Engine & Ladder Company Operations</i>	<i>Emergency Vehicle Operation</i>

<i>Week 2</i>	<i>Day 1</i>	<i>Day 2</i>	<i>Day 3</i>	<i>Day 4</i>	<i>Day 5</i>
<i>AM Block</i>	<i>Driver Training</i> <i>Firefighter Self Rescue</i>	<i>Driver Training</i> <i>Firefighter Self Rescue</i>	<i>Combined Operations</i>	<i>Combined Operations</i>	<i>Social Skills Part 2</i>
<i>PM Block</i>	<i>Driver Training</i> <i>Firefighter Self Rescue</i>	<i>Driver Training</i> <i>Firefighter Self Rescue</i>	<i>Combined Operations</i>	<i>Combined Operations</i>	<i>Exam</i> <i>Practical Exercise</i>

This shows how the classes could fit into the two-week program. The Driver Training and the Firefighter Self Rescue would be done simultaneously with the class split in half and then switching. This is a suggested schedule only.

Chair Fortier asked, if on day two a student fails the evaluation, when does that person get the extra training time without going over the 40 hours for the week. Commissioner Murdough explained that currently they do it during their down time. Captain Wilking further explained that they were doing it on their own time, so they could find the time in the evening. Director Mason said that it has to be incumbent on the students if they want the full-time job. Captain Wilking said there is no time to go to the drill yard when students are in an all-day class, and we don't over-hire Instructors. Director Mason stated that we can hire Instructors to be here if we know students need the extra training time. Commissioner Duquette also noted that, if students don't pass the day two evaluations, they can go home at that time. Captain Wilking said that would make it a two-day budgetary expense instead of a five day, which would be beneficial to the departments. Chief LeClaire said that, by sending out the letter in advance of the program starting, you have taken away the blind side of what is required. There is something wrong with a person who can't pass.

Chair Fortier said that it might be a 28-A problem, and that is why he wanted to look at it. Commissioner Murdough said that he doesn't think it's different from now, as they are doing it on their own time now too. Commissioner Judge stated that this is not an unfunded mandate.

Commissioner Murdough asked if there was a liability issue if they do it on their own time. Commissioner Hoglund replied not that he is aware of.

Commissioner O'Keefe said that a lot will be self correcting when you send the information ahead of time so they know what they need to do. Students should be drilling ahead of time. Commissioner Butts said that students are given as many times as they want to try each evolution. Scott Carrigan noted that some students will not pass until the ninth or tenth day of the program. Commissioner O'Keefe said that students will learn once the first group is sent home after not passing.

- m. *By a vote of 12-9 the committee recommends that a night exercise not be required as part of the course. Night training is currently not required, but is frequently conducted.*

Commissioner Murdough explained that this was one of the closer votes. Some felt this should be a nonmandatory exercise. Commissioner Cartier asked what the discussion was on the night training. He noted that any program we do we are always looking to improve it. He had heard that some said we have lights for night training now, but you have shadows to deal with. Commissioner Butts replied that the discussion was related to the fact that we have fires in the snow but we don't wait for snow for training. Chief LeClaire said that we know it's going to get dark every night, and it's an excellent opportunity for training.

Commissioner Duquette said that this recommendation is saying that it's not mandated, but we could do it. Captain Wilking said that we have not exceeded the 40 hours a week during the nine or ten programs we have held.

Commissioner Carrigan noted that the Instructors wanted to keep the night training. Chief LeClaire said they discussed if there was a benefit to the night training to require them to be here at night. To see if they can be awoken at night didn't justify the overnight stay.

Captain Wilking said that this Visiting Committee was made up of people from large fire departments. He said that this program in his opinion should include the entire State's firefighters and they weren't represented on this Visiting Committee.

Captain Chandler said that he had a question for clarification, getting back to not required to do night training; he asked if that means that the module is not required to be in the program for that particular class or that, if the module is in the program, the student may not be required to participate in it. He said it may be a small point, but it could be a stickling point for some of the Instructors as well. What if a student is on campus, and a night drill is being done, and he/she says he/she is going to stay in bed. Commissioner Murdough said that it can be either. The Commission members need to define that.

Commissioner Cartier asked if all the departments have the time and capability to do this after the training. He thinks we need a well-rounded program out there. He doesn't know how they are going to do it alone, and we can't forget those people. We need to look three to five years ahead, and not be short-sighted.

Commissioner Duquette said that the Visiting Committee represented those who wanted to be represented. Everyone was invited, but they didn't come. They work Monday through Friday. It's not two people on the fire department, it's the full department. We are representing every aspect of the fire department. Chair Fortier said it's a concern. We are seeing a change in the New Hampshire fire service. Many departments now have full-time people. This Commission has to take that into consideration. It's a big fire service out there. The Visiting Committee is open to everyone, yes. The NH Fire Chiefs Association has two representatives here. There are volunteer chiefs who have their hands full.

Commissioner Hatfield said that this is a career level program. We could "what if" all the needs of the State. If a firefighter moves from a small to a large fire department, the job would always change. He said he, as an Instructor, likes a night drill.

Commissioner Carrier said that C2F2 is an entry-level program. It is the department's responsibility to hire the person. Commissioner Cartier noted that in the fire departments with just one or two full-time personnel, they are the ones to do the training for the rest of the group. It

goes back to the night training because in their department they will be doing the night training.

Commissioner Russell said that it appears to come down to a pay issue. When he looks at the list of Visiting Committee members, it appears to be a management issue and a union issue. He said he specifically asked this question about pay before they approved this program, and he was told it wasn't going to be a problem. Now those Commissioners are gone and it's a problem. This is close to what we have for police. He said he has police in his community and in other communities he has worked in that are dismissed because they can't pass the Police Academy. If they can't spend eight nights, to choose a career that they are going to retire from in 20 years, he's not sure he wants them to work in his community. He said he wants to see more commitment than that. All our decisions are based on pay. He said he sees all unionized departments that are voting, and that bothers him.

Commissioner Butts said that the Visiting Committee was scheduled to meet on a Thursday and a Friday. Volunteer chiefs can't take two week days off. The turnout would be different on a Saturday/Sunday schedule. Commissioner Russell said it was the same with the public hearing; it was night and day. He was glad he stayed for both that time. Chief LeClaire stated that it's not part of the original curriculum. It's a short duration that has no value. It's not a money or time thing; it just doesn't make sense.

- n. *Priority should continue to be given to applications from currently employed full time fire fighters over other students, but only during the published application window for a particular class. In other words, a full time fire fighter should not bump a volunteer if the full timer's application is received after the close of the window. This should be clearly stated in the administrative rules.*

This is currently practiced.

- o. *By a vote of 12-9 the committee recommends that a limit be established on the length of time for which certification is valid for an individual who is not employed as a full-time firefighter. The committee declines making a recommendation on the specific length of time.*

- p. *By a vote of 12-7 the committee recommends that no time limit be established on the certification of a student who maintains full-time status including allowable breaks in service as prescribed in administrative rules.*

Commissioner Murdough said that for both items o and p they talked about a time but then did not set a time.

- q. *By a vote of 19-3 the committee recommends that a firm attendance policy be established and that it be explained and highlighted on the application form, which must be signed by the individual and the local fire chief. The policy should include a requirement that students be present at the start time of every block of instruction, properly clothed, with all necessary equipment, and in the proper mental state to safely complete the training. Exceptions to the policy should only be granted by the Division Director.*

The majority of the Visiting Committee members felt that a firm attendance policy was necessary, with only the Director able to make exceptions.

- r. *By a vote of 17-5 the committee recommends that a minimum of 12 students be required for a class taught by the Fire Academy. Classes taught by local departments must have a minimum number of students, fillers, and instructors to ensure safety in accordance with the appropriate NFPA standards.*

Commissioner Murdough said the Visiting Committee members felt that 12 should be the minimum number of students for classes run by us, but that local classes would not have a definite number required.

Captain Wilking said that there is a safety concern. We run classes here with 24 students, and courses have been done in the field with four to five students. Twelve is a non-issue here because the courses are always full. He said he would ask that the Commission make it a minimum of 12 for any class. Commissioner Hatfield said that he understands the safety concern. He noted that Nashua ran the program with five students, and it ran smoothly. It absolutely can be done safely by using fillers. Captain Wilking said he thinks it's something the Commission needs to look at.

Commissioner Murdough said he doesn't think it's a safety issues. He thinks it's the cost effectiveness of running it with a few students. Chair Fortier said it's not our business if a department wants to run it that way. He asked, if a department wants to have six people trained, is the Fire Academy going to pay for Instructors. Captain Wilking replied that he's not sure if HB 303 would cover that. Commissioner Landry said that, if the Fire Academy is paying, we can limit it; but not if the fire department is paying for it. Commissioner Murdough said that it's an issue that should be left to the Director; he should be able to make the decision. Mr. Carrigan said that he didn't think it was a cost issue. You cannot teach without 12 students if you need that number to complete that task. Nashua used a truck company as fillers. Commissioner Duquette said that Concord did it here and brought people in to fill the voids. As long as the Director approves it, it should run. Commissioner Murdough reminded everyone that this item is on the debate list.

- s. *Students should receive feedback on their performance on a daily basis. Each local department should receive feedback on the performance of each individual at the end of the course.*

Commissioner Murdough said the committee had quite a bit of discussion on this. They said it needs to be more than a pass/fail report. We need to establish a process.

- t. *The Fire Academy should solicit feedback on student performance from their local departments six months after completion of the course. This should be done by e-mail or the internet if possible.*

Captain Wilking reported that there are some forms and feedback paperwork that we have dug out that we can use. This should be gotten out in a timely manner.

Commissioner Nelson suggested that this be expanded to get more student feedback also six months after the course.

- u. *Members of the visiting committee should evaluate any pilot classes that result from this report. The entire visiting committee should meet after the pilots have been conducted to review the performance and recommend any adjustments.*

Commissioner Murdough said that the committee wants to watch the pilot programs and then meet again.

- v. *The lunch meal should be provided to all students daily.*

Commissioner Murdough said that the committee thinks that, if students say here, they should get the other two meals also. Captain Wilking said that he has had a discussion with the Director, and he's not sure that lunch meals should be provided. It's not a Commission concern. He said that the Director is not in favor of doing breakfast and dinner if there is no residency. Chair Fortier stated that it's a certified course so this Academy will provide anything that this Commission says it will. Captain Wilking said he doesn't see where a lunch menu fits in with certification and curriculum. Commissioner Murdough explained that Director Mason had asked him to put meals on the agenda.

- w. *The committee did not feel constrained by the current 10 day schedule, but there was a general feeling that the course should not be lengthened without a substantial reason to do so. Since no substantial reason was found, the committee recommends that the course continue to be 10 days in length. Some committee members feel that exceeding 80 hours would be an unfunded mandate. The unfunded mandate issue was mentioned, but not much discussion took place. The committee did not include an attorney, or anyone else with particular insight into the issue.*

Commissioner Murdough said that we should not decide how long the course will be until we decide what is going to be in the course. Most thought that the ten days was about right.

RAPID INTERVENTION TEAM (RIT) TRAINING: *The C2F2 Visiting Committee considered a letter (enclosed) from the fire chiefs of Derry, Hudson, Litchfield, Londonderry, Pelham, Salem and Windham. The letter requested that the committee consider adding RIT and Firefighter Self Rescue training to the C2F2 curriculum. After discussion, the committee determined that the full RIT training is not appropriate for the C2F2 course, but Firefighter Self Rescue is appropriate and is an important prerequisite for RIT training for those who become RIT team members. The suggested schedule reflects the*

committee's recommendation that Firefighter Self Rescue training be included.

Chief LeClaire stated that RIT is too long a program to put in C2F2. Mr. Carrigan said that we do have a RIT certificate program that is 20 hours. The committee then talked about doing a one-day, eight-hour program. They decided that would take away from the 20-hour program. Then they chose the Firefighter Self Rescue program. Commissioner Murdough added that they had received a letter signed by seven fire chiefs asking them to consider a RIT program so they felt they should consider it.

RESIDENCY: *In keeping with the wishes of the Fire Standards and Training Commission, the C2F2 Visiting Committee considered the issue of residency only after establishing the recommended academic curriculum for the course and discussing the relationship between residency and the curriculum. After much discussion on the subject, the chair directed a roll call vote on the issue of residency. By a vote of 14-7 the committee recommends that residency not be required. The results of the vote are as follows:*

Voting No: Allen, Bibber, Butts, M. Buxton, R. Buxton, Cares, Carrigan, Duquette, Klose, LeClaire, Mitchell, Spainhower, Sypek, and Worthington.

Voting Yes: Bolduc, Field, Irish, Johnson, Lemay, Martel, and Welch.

Not Present: Clark.

The ~~commission~~ committee recommends that residency be encouraged and that breakfast and dinner meals be provided to students who elect to stay at the training site. Classes from the non-mandatory training list or other topics may be presented to those who elect to stay at the training site.

Commissioner Murdough noted that it was hard to control the discussion at some times because of the number of Visiting Committee members. He thought that some people might have felt that they couldn't get all their comments in. In his opinion the committee was way too big. He said, if we do this in the future, maybe we should look at some limits, possibly by limiting how many are from one department.

Commissioner Murdough said that not a lot of time or effort was put into a cultural diversity program. Some members of the

Visiting Committee said they have the skills to develop this, and he thinks we should take them up on that. Chair Fortier said we need to use the same curriculum all the time. He asked if we are going to need visiting committees to develop these classes. Captain Wilking said that is why he is here, to see if we have the summer to finish this. We will bring the curriculum back after the two pilots so the Commission can vote on it. There are four or five pieces that need to have the curriculum worked on. Commissioner Murdough noted that he had forgotten to mention that the staff had given the Visiting Committee the curriculum to look at. Chief LeClaire said he would work on the curriculum with Captain Wilking.

Chair Fortier asked if we are ready for the question, and are we going to do it one step at a time. Director Mason stated that everyone received the Final Report today. They each represent their organization. He said he recommends that they bring the report to their organizations before they vote at the next Commission meeting. Commissioner Hatfield said that he agrees with the Director. He also noted that we don't vote on each piece on other curriculums. He said we should vote like we have in the past on all other curriculums. Commissioner Duquette said that we are talking more about logistics than curriculum. We can separate the curriculum out and vote on that. Its how we are going to do it.

Chair Fortier said that this Commission is going to have to vote on where we want to go with this. He asked if we want to talk about it again at the next meeting. Commissioner Carrier said he would not feel comfortable voting on anything today.

Director Mason said the staff would need some direction on the residency. Commissioner Duquette said that currently the current system is current.

Commissioner Duquette said that, if there is no discussion on an item, ask for a consensus vote on them and separate out things like residency, identify those that need to be separated out. Chief McPherson said we are looking at each item today, so then we can decide where you are going. Commissioner Landry said that he agrees with Chief McPherson. He noted that he hasn't even looked at the attached letters yet.

Commissioner Murdough stated that as a Commission member he has some strong feelings. He said that perhaps at the next

meeting we could have a motion to vote on these as a block and move items from one list to another; it would go faster. He noted that there was a lot of good work done here that is not controversial. He said that the next C2F2 course is under the old system; it's too much of a crunch to change that one. Director Mason said we have to keep on the schedule of 60 days on the table according to Commissioner Judge. He said people think that residency is a dead deal for this next course.

Motion was made by Commissioner Russell, seconded by Commissioner Nelson, to place the Recommendations, RIT, and Residency items on a Consent/Debate Calendar for a vote at the May 8, 2003 Commission meeting, with the understanding that items placed under those two categories today may be moved before the final vote.

Commissioner Judge said that the consent calendar would allow people to move items from one list to another. There is no need to vote on it as an entirety. Commissioner Russell said that putting the vote off would allow us to ask people if they wanted the consent calendar or not.

Motion passed unanimously. Placed on the Consent Calendar were Recommendations a, b, c, d, e, f, h, i, j, k, l, n, s, t, u, v, and w. Placed on the Debate Calendar were Recommendations g, m, o, p, q, and r along with RIT and Residency.

Chair Fortier explained that we will vote to see if we move anything to the Consent Calendar from the Debate Calendar, and from the Debate Calendar to the Consent Calendar. Then we will do the debates.

Chair Fortier once again thanked the members of the Visiting Committee who were present.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #70 covered the following subjects: 1) Legislation, 2) Rules, 3) FRI-NE, 4) Fire Act Grant, 5) RIT – IFSTA & NFPA, 6) Web Site, and 7) Other.

Other items discussed were:

- (8) Director Mason announced that Don Messier is the new Fire Chief in Windham.

- (9) Director Mason suggested moving the May Commission meeting from the 1st to the 8th so that a public hearing on the Administrative Rules for Transfers could be done on the same day as the Commission meeting.

Motion was made by Commissioner Landry, seconded by Commissioner Russell, to move the May meeting from the 1st to the 8th; motion passed unanimously.

- (10) Director Mason said that there was a letter from Chief Jeffrey Brown of Seabrook Fire Department asking for an extension for Mark Potvin and James Eaton for their Career Firefighter certification.

Motion was made by Commissioner Duquette, seconded by Commissioner Landry, to grant an extension for Career Firefighter certification for Mark Potvin and James Eaton of Seabrook Fire Department; motion passed unanimously.

VI. OLD BUSINESS

Item 1. Entrance Exams. **Motion** was made by Commissioner Judge, seconded by Commissioner Russell, to go into nonpublic session to consider information which may likely adversely affect the reputation of a person other than a member of this Commission. Motion passed unanimously by roll call vote.

No votes were taken during the nonpublic session.

Motion was made by Commissioner Judge, seconded by Commissioner Hoglund, to come out of nonpublic session and to keep the record confidential. Motion passed unanimously by roll call vote.

VII. NEW BUSINESS

None.

VIII. RETREAT ITEM DISCUSSION

None.

IX. GOOD OF THE ORDER

None

X. ADJOURNMENT

Motion made by Commissioner Cartier, seconded by Commissioner Carrier, to adjourn at 1:35 p.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director